

## Friends of Watford Boys Grammar School

### Minutes from Annual General Committee Meeting (AGM)

Held : 21<sup>st</sup> October 2019 at 7.15pm

#### Attendees:

1. Amanda Rafferty \* Chair
2. Neil Shah \*New Treasurer
3. Kathryn Bourke
4. Emily Barun \*New Secretary
5. Sam Hasan
6. Shobha Iyer
7. Shruti Shah
8. Marian Goodman
9. Benita Patel
10. Mezmin Sawani
11. Valerie Green
12. Farah Shariff
13. Phanisree Marthy
14. Amrita Ahluwalia
15. Sirakumaz
16. Neha Sevak
17. AnnaMaria Petagine
18. Anna Chopra
19. Jean Ryba

#### Apologies:

Marianne Nicholls (not present)  
Arti Gohil (not present)

#### Nominations for Officers of Friend of WBGS

1. By vote and seconded these people will take the following roles for the up-coming year:
  - Chair: Amanda Rafferty
  - Treasurer: Neil Shah
  - Secretary: Emily Barun
2. **\*Action Required** - Regarding Executive Committee members **Kathryn Bourke** will look at the recommended Charity Draft Constitution. WBGS constitution has not been reviewed since 1988 and it was felt a standard draft can be circulated with more realistic numbers required on the Executive Committee, as some members from last year were not seen again since last year's AGM

Key Duty of Executive Committee members is to vote on where raised funds are invested. This year IT dept has requested 32 Chrome Books at a cost c£9,000. Other additional grant requests this year will be considered in committee meeting on an on-going basis

Executive Committee put forward:

- Amanda Rafferty
- Kathryn Bourke
- Marianne Nicholls
- Jean Ryba
- Amrita Ahluwalia
- Siva Manakoran
- Parag Pawar
- Lucy/Hollie
- Valeria Green
- Marianne Goodman
- Neil Shah
- Emily Barun
- Sam Hasan
- Phanisree Marthy

### **Cricket Teas**

**\*Action required** Mr Wallis has requested that parents of boys that play in inter school cricket matches help collect the school kitchen prepared teas. **Amanda Rafferty** will ask via Whatsapp class rep lists for parent helpers who can then be put in a Whatsapp group together to organise themselves each week on how they can help improve the cricket tea situation.

### **Treasurers Report**

Report was distributed. £8,643.21 was raised last year. £9,250 was granted for a new bike shed that all boys can advantage from. NB. It was noted that last year £2,010 deposit was paid to the hotel booked for the Summer Ball. Unfortunately when the Summer Ball was cancelled, the hotel applied it's cancellation rules and the deposit could not be retrieved.

### **Chair and Secretary's Report**

Is attached

### **Upcoming Events**

1. **Comedy Night (Sat 9<sup>th</sup> Nov)** – Ticket sales are going well; 98tickets sold. At the same point last year 71 tickets were sold. 175 people squeezed into the theatre last year. It is a joint event with half the profit going to the Girls Grammar.

**Pritti & Parag** are happy to run the Bar again this year – to confirm. Plus a couple of volunteers from WGGs. \*Set up is needed for the hour beforehand.

Food and drink to be offered during 45 mins before comedy starts and in 2 x 15 minute breaks. Warm food can be served, using the school food tech kitchen next door. – Amanda to check with Mrs Zachariah

**\*Action Required** – **Amrita** will check whether a local lady can supply home cooked samosas

**\*Action Required** – Several places were mentioned as possible hot food donators: Dominoes, Farmhouse Pizza (Courtlands Drive), Basil Pizza (foot long square pizzas, St Albans Rd) Papa Johns, Wenzels – **Amrita & Phanisree** will check and co-ordinate. \* Also checking Neil's restaurant contact

**\*Action Required – Siva** will check to source fair trade chocolates

**2. Big Raffle Draw** - raffle prize winners announced at Christmas Lunch c.18th Dec tbc  
Agreed at 5<sup>th</sup> November meeting prizes to be confirmed (that will appeal to the boys)

**\*Action Required Amanda** to check with Chesham School Head of PTA to understand how they run such a successful raffle.

**\*Action Required – Neil & Siva** to check how tickets can be sold via Friends website. Probably won't be able to use school Parentpay as school not keen on admin requirements so perhaps to use paypal or similar via FoS website.

**\*Action Required** – posters to go up online & school

**\*Action Required** – Discussed idea of prizes to the house that sells the most raffle tickets. To check whether we can having a running total of raffle ticket sales next to the board that shows a running total of house points.

**\*Action required – Jean** to check 'Sum Up' Friends Credit Card machine which is currently in the second hand uniform shop, which she thinks takes 1.69% commission. Enabling credit card sales at events will enable more fund raising. Jean (main Account Holder) and has 'Sum Up' set on her phone.

- 3. Summer Bash** – joint event with Girls School. Agreed to hold an additional event jointly with the Girls Grammar. Proposed date 27<sup>th</sup> June; a relaxed day outside at the Girls School with live music, food/drink, picnic. An open invitation to all. It is the week before the Fun Day but good response to Fun Day last year so feel it can be done with success for both events. Profits split 50/50 between Boys and Girls Grammar. NB. Questions were raised as what would happen if it rains and the need to find alternative arrangements and bear in mind re food.
- 4. PROM** – It has been proposed that WBGs underwrite the deposit for the prom as WGGs PA did it last year. Concerns were raised over the liability with the Summer Ball in mind, however this will definitely not be an issue with the Prom. It will be a sell out. Amanda to ask Amanda Hardy the likely amount and let committee know at the next meeting. Also volunteers are needed to join a joint organising committee. Amanda to send a Whatsapp message to year 10 class reps and Phanisree to contact year 11 parents with meeting details. Last Year 300 attendees, all Year 11 post GCSE.
- 5. Adult Baking Class** (Weds 20<sup>th</sup> Nov) There will be 12 places – booking to open after half term
- 6. Christmas Pudding Stir Up** (Thurs 21<sup>st</sup> Nov – night after Adult Baking class). Initial ingredient requirements had been based on 20 people but Kathryn stated that there is no need to restrict it to this few. **Action required\*** – Kathryn to look at recipe proposed and possible tweaks / alternatives to make it vegan / alcohol free.

**Next Committee meeting 5<sup>th</sup> November**